

CITY OF MANCHESTER

HUMAN RESOURCES DEPARTMENT

ONE CITY HALL PLAZA

MANCHESTER, NH 03101

TEL: 603-624-6543 (VOICE/TTY)

FAX: 603-628-6065

WEB SITE: www.ManchesterNH.gov



LIBRARIAN I (REFERENCE)

(Announcement No R-062-07.)

Salary Grade 16

Starting Salary: \$34,573.58/yr - plus benefits package

Exempt

Work schedule includes one night and every other Saturday

THE JOB:

Under the direction of the Head of Information Services is responsible for providing reference and information services in a busy public library. Job duties include Reader's Advisory at a public service desk; special collections such as Government Documents, collection development and programming. Performs related duties.

MINIMUM

QUALIFICATIONS:

Master's Degree in Library Science. Experience in a public library is a plus.

NOTE: Offer of hire conditional on candidate's ability to complete essential job functions, with or without accommodations, as determined by medical exam. The Manchester City Library does conduct a background check.

APPLICATION

PROCEDURE:

Candidates must complete a City of Manchester employment application. Resume should be submitted with application. Applications may be obtained at address above or at www.manchesternh.gov

OFFICE HOURS:

Monday-Friday, 9:00 a.m. to 4:30 p.m.

OPENING DATE:

Thursday, August 30, 2007

CLOSING DATE: Open until filled

The City of Manchester is an Equal Employment Opportunity Employer

*****PLEASE POST*****